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University of Central Florida Staff Council

8-15-2013

Minutes 2013-08-15

Staff Council

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Staff Council Meeting Minutes

Thursday, August 15th
Recreation and Wellness, Center Room 206

Present: Adele Adams, Pete Alfieris, Barbara Brown, Anna Dvorecky; Rachel Emmanuel, Cortright Francis, Desiree Freeland, Steven Freund, Cissy Glowth, Jeffery Golub, Kathy Hass, Nicole Henry, Susan Hill, Jamie LaMoreaux, Susan Hill, Pauline Strauss, Julie Voyles, Mark Roberts, Guests - Gloria Thomas, Margaret Powell

Absent: Betty Calton, Rhodney Browdy, Sylvia Ciaci, Katie Pomp, Ann Saucer, Bill Scoltock, Michael Smith

Note: Staff Council meets every third Thursday of the month. Committees meet separately and may pick their own meeting schedule day and times amongst their committee. Anyone is welcome to attend Staff Council meetings, however, only Staff Council members have voting rights. In the event that you are not able to attend a meeting, notify the Secretary immediately. The charter states if you miss four meetings (excused or unexcused) you will be subject to dismissal, at the discretion of the President and Secretary.

Proceedings:

- Meeting called to order at 9:30 a.m. by President Joanne McCully
- Attendance: Sign in sheet in lieu of roll call
- Joanne moved to approve July 18th minutes
- Motion to approve the minutes made by Susan and seconded by Jamie.
- Motion carried by unanimous vote.

New Employee Introductions The Staff Council welcomes the following new council members:

- Cissy Glowth – Business Services
- Kathy Hass – College of Business
- Nicole Henry – College of Medicine

Human Resource Update: Mr. Mark Roberts – Assoc. VP and Chief Human Resources Officer HR Administration

- Continuing efforts are being made by HR to incorporate the Affordable Care Act for OPS Employees.
- To qualify for the Affordable Care act, a total of 30 hours or greater must be worked. This is applicable to staff, work study students and adjuncts. Adjuncts will be given 3 work hours per week for every credit hour taught.
- Departments are responsible to pay for the health care costs of OPS employees, students and adjuncts.
- Departments will be responsible to pay for all OPS and USPS background checks.
- OPS employees will be eligible to buy state life insurance and will be eligible to purchase all other insurances offered to UCF.
- OPS employees do not need to attend orientation.

- No decisions have been reached concerning graduate assistants.
- The decision for employees at pay grade twenty-four (24) or greater to pay an elevated parking fee was aborted due to a lack of notice of the upcoming increase.
- Employees that previously paid the extra increase will be reimbursed. This increase may take place next year.

Treasurer's Report: Susan Hill

Balance in checking as of August 16, 2013 is \$8,299.56.

Guest Speaker – Margie Chusmir – HR Organization development & Training

- 20 results were received for the Team Survey from August 15th 2013 was presented and viewed as favorable and reflected the areas the council can improve on.
- Group development stages were also discussed Forming; Storming; Norming; and Performing
- Council members agreed that at present, the committees were at the forming stage.
- Effective teamwork discussion included Goals; Roles; Protocol; Engagement; and Assessment.

Our thanks go to Margie for a very informative meeting.

Committee Members Comments;

The committee in general stressed three areas that warranted immediate attention: Participation on committees, Marketing, and Follow-up on action items.

Participation: Joanne stressed that we all need to help our committees in order to have a successful USPS council. She also mentioned participation in special events that USPS conducts such as “Spooky Knights” on October 25th, the “Heart Walk” and Relay for Life.

- *Marketing:* Pete committed to the following action items:
 Getting a start on a USPS newsletter
 Adele suggested showcasing a certain department and their function for the university.
 Designing a new USPS logo
 Submitting a marketing budget to purchase USPS giveaways advertising the council
 Completing a USPS council sandwich board to be displayed at different locations each month
 Joanne suggested contacting Tee Rogers to distribute a campus-wide email to advertise scholarships.

Follow-up process to address Follow-up to action items will need to be developed and put in place

Other comments

Desiree offered to host the next meeting and include a guest speaker and lesson in using Adobe hook-up. Jamie suggested to all committee chairs to send out calendar invitations for meeting appointments.

Newly Elected officers were elected in July and the results are as follows:

President – Joanne McCully
Vice President- Cortright Francis
Treasurer – Susan Hill
Parliamentarian – Pete Alfieris
Secretary – Barbara Brown

Meeting adjourned at 11:30am

Next meeting September 19th 9:30am -11:30am – Library Room 223

Guest speaker will be Barbara Thompson from the Office of Diversity